

~~CONFIDENTIAL~~

16 JAN 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: [REDACTED]

Director of Logistics

SUBJECT: Request for Acquisition of Office Space for the
Agency Task Force on Compensation and BenefitsREFERENCE: Memo for D/L fm [REDACTED] dtd 9 Jan 87,
Subject: Space Rental

1. Action Requested: This memorandum submits a recommendation in paragraph 4 for your approval.

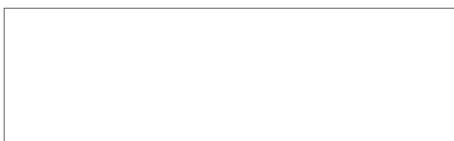
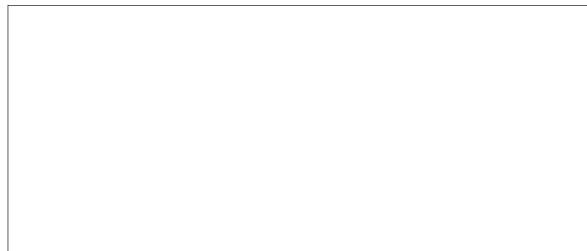
2. Background: Reference memorandum requests approval for acquisition of 800 square feet of office space through an existing Office of Development and Engineering (OD&E) contract with The Analytic Sciences Corporation (TASC). [REDACTED] requires your approval of this acquisition since the space needed exceeds 500 square feet. [REDACTED]

3. Staff Position: The Task Force has certified they cannot meet their space requirements from internal resources within the required time frame. Since it's necessary to quickly acquire office space for their critical requirement, the requested method of acquisition is appropriate. Accordingly, I have attached a Delegation of Authority which can be forwarded directly to OD&E upon your approval of this requirement. [REDACTED]

4. Recommendation: Your approval is requested to proceed with subject space acquisition through amendment of an existing OD&E contract with TASC. [REDACTED]

Attachments:

- A. Reference
- B. Memo to D/OD&E



OL 13020-87

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C O N F I D E N T I A L

SUBJECT: Request for Acquisition of Office Space for the
Agency Task Force on Compensation and Benefits

APPROVED:

ILLEGIB



Deputy Director for Administration

21 ~~1989~~

Date

C O N F I D E N T I A L

C O N F I D E N T I A L

SUBJECT: Request for Acquisition of Office Space for the
Agency Task Force on Compensation and Benefits

25X1
25X1
25X1

OL/RECD/REB [redacted] 14 Jan 87 [redacted]
Retyped:pl [redacted] 16 Jan 87 [redacted]

Distribution:

- Orig - Addressee--to be returned to D/L (OL/RECD Official)
- 2 - DDA (w/atts)
- 1 - D/OTE (w/o atts)
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C O N F I D E N T I A L

9 January 1987

MEMORANDUM FOR: Director of Logistics

ATTN: Deputy Chief, Real Estate & Construction Division

FROM: [Redacted]
DDA Representative to Agency Task Force
on Compensation and Benefits

SUBJECT: Space Rental

1. You are requested to approve the lease of 800 square feet on the

2. The Executive Director has formed a Task Force to improve the personnel and compensation system of the CIA. The Task Force has drawn members from each Directorate to execute his charge. These working groups require space. While some of the Task Force members were able to be accommodated in the [Redacted] Building, additional space is needed for approximately eight Task Force members. Alternatives have been investigated in other Agency-occupied buildings and nothing suitable has been found. Suitable space has been located in the [Redacted] Building where DDS&T currently leases space from [Redacted]. The cost of space identified will be the same rate as that of the other spaces currently being leased [Redacted]. The funds for these spaces will be provided by OD&E [Redacted] under an amendment to the existing contract or any way necessary. The period of the lease is estimated to be six months.

CONCUR:

ILLEGIB

DDS&T Rep

1/13/87
Date

Attachment B

16 JAN 1986

MEMORANDUM FOR: Director of Development and Engineering, DDS&T

25X1 FROM: [REDACTED]
Director of Logistics

SUBJECT: Delegation of Leasing Authority

25X1 REFERENCE: [REDACTED]

1. Pursuant to the referenced Headquarters Regulation, and subject to the Deputy Director for Administration's approval of the requirement, a Delegation of Authority is hereby granted to the Chief, Contracts Staff, Office of Development and Engineering to enter into a lease with The Analytic Sciences Corporation for 800 square feet office space [REDACTED]

25X1 [REDACTED] This will accommodate
25X1 approximately eight members of the Agency Task Force on Compensation and Benefits for a period of six months. It is understood that the Office of Development and Engineering will be responsible for obtaining any additional required administrative approvals in accordance with the referenced HR prior to executing the lease, funding the lease agreement, making lease payments and handling routine administration of the lease. [REDACTED]

2. One copy of the fully executed lease should be returned to the Real Estate and Construction Division, Office of Logistics. [REDACTED]

25X1 [REDACTED] C O N F I D E N T I A L

OL 13021-87 [REDACTED]

C O N F I D E N T I A L

SUBJECT: Delegation of Leasing Authority

25X1

OL/RECD/REB

16 Jan 87

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